

**Availability Workgroup  
Meeting Minutes – 12/13/06**

The following members were present:

Marilea Miller  
Jackie Douge  
Renee Kyttle  
Jim Williams  
Leigh Joos  
Monica Grant  
Eileen McGrath  
Brenda Lee

- Summary of the 12/1/06 ICCC (Interim Coalition Coordinating Committee) meeting was given by Jim Williams and Leigh Joos; please refer to ICCC minutes previously provided via email to the availability group.
- However, the foregoing report precipitated the discussion on membership of the coalition. There was consensus by all members present that there should be an executive committee- and this committee should be an “elected” body; further, that each chair from the sub-committees should also be elected and would sit on the executive committee. Moreover, the group felt strongly that the executive committee be well represented by consumers and public alike. (I.e. FCPS, Health Department, MHA, Mission of Mercy, Community Action Agency, member of the community, etc...) Further, once the coalition is further established (creation of bylaws, etc...) the group would like to see a grant writing committee formed.
- The frequency of large Health Care Coalition meetings was also discussed. Most felt these meetings should be held quarterly to keep up the momentum of the group, reengage individuals and to be used as a forum to follow-up and brainstorm ideas with the group at large.
- Monica Grant reported on the progress of Nicole Hoff, an intern at Hood College, who has been working on a needs assessment for dental services in the Frederick area. Monica reports that Nicole is making great progress and should have substantial information to share with the coalition at our next meeting. Further, with this information the coalition could possibly start applying for grant money to work toward a tangible project.
- With regard to the dental needs assessment, the committee discussed and brainstormed ideas of how to best utilize this information in the interest of Health Care Coalitions’ mission. The committee suggested a mobile unit, which will provide both dental and health care. Leigh is going to contact the University of Maryland’s dental school to ask about a potential partnership; and Dr. Miller and Eileen are going to make contact with different organizations to ask about Mobile Unit donations. Jackie is going to start looking for grants to fund a health/dental care mobile unit. The discussion was that the mobile unit would serve the immediate needs of the community, however, the committee would still pursue

the case management aspect, with the understanding the case management program may take longer to get off the ground.

- Program possibilities/development will be discussed at the next meeting, to be held: **Wednesday, January 24<sup>th</sup> 4-6pm at FMH (exact location TBD by Dr. Miller).**